

TEMPORARY SIGN PERMIT APPLICATION (FOR ELECTION PURPOSES)

✓ \$10 permit fee ✓ \$100 refundable deposit

Applicant Information (\$100 deposit will be returned via cheque to the <u>applicant</u> after the election):	
Applicant Name:	
Candidate Name (if different from applicant):	
Phone:	Email:
Mailing Address:	Postal Code:
<p>By signing this permit I am acknowledging that:</p> <ul style="list-style-type: none"> ✓ I will abide by the bylaws of the Town of Ladysmith and Provincial law regarding where I may place election signage*; ✓ I will not place election signage within 100m of the voting place during Advance and General Voting Day or any other Special Voting Opportunity; ✓ I will only place election signage during the campaign period; ✓ I will remove all election signage within 48 hours following the election. <p style="text-align: center;"><i>*See reverse of this form for more information about signage placement.</i></p>	
Signature:	Date:
Office Use Only:	
Date \$10 fee and \$100 deposit received: _____ by: _____	
<input type="checkbox"/> Cash/Debit OR <input type="checkbox"/> Cheque	(date) (name)
GL Codes:	
<ul style="list-style-type: none"> • 10-1-61200-1030 (\$10) • 10-4-49500-0000 (\$100) 	
<input type="checkbox"/> Approval to release deposit	
_____	_____
(signature)	(date)

The personal information on this form is collected under the general authority of the *Community Charter* and *Freedom of Information & Protection of Privacy Act* (FOIPPA) and is protected in accordance with FOIPPA. Personal information will only be used by authorized staff to fulfill the purpose for which it was originally collected or for a use consistent with that purpose. If you have any questions about the use and collection of this information, contact the Corporate Officer at 250.245.6419 or foi@ladysmith.ca.

Contact:

Corporate Officer
City Hall, 410 Esplanade, Ladysmith, BC
250.245-6419 / info@ladysmith.ca



Election Signs on Town of Ladysmith Property

- A Temporary Sign Permit is **required** for any signage to be placed on Town property.
- Applications can be obtained from City Hall and submitted via email or in person at the Town Hall.
- Payment of **\$10.00 fee and a refundable deposit of \$100.00** are required at the time the application is submitted.
- Put up signage **on or after the start of the campaign period**.
- Signage not permitted on traffic signs, Town signs, utility poles or Town trees on boulevards.
- Remove signage **within 48 hours following the election**.

Excerpt from "Town of Ladysmith Sign & Canopy Bylaw 1996, No. 1176":

<i>Bylaw 1303</i>	4.5.2	Political campaign signs may be erected on municipal boulevards or private property, providing that:
<i>Bylaw 1455</i>		
	(a)	a temporary sign permit is approved by the Building Inspector;
	(b)	the sign shall not exceed 32 sq.ft. (4' x 8')
	(c)	the sign shall not be erected where it could interfere with vehicle or pedestrian traffic safety
	(d)	the sign shall not be erected prior to an election writ being issued, or thirty (30) days before the date of a referendum and shall be removed within forty-eight (48) hours following the date of the election or referendum.

Election Signs on Provincial Highway Property (Trans-Canada Highway)

It is the responsibility of each candidate to ensure they are following current guidelines. It is recommended that MOTI be contacted to confirm current requirements. The Ministry conditionally allows posters or signs on highway rights-of-way. Please see the following excerpts from the MOTI website (Election and Referendum Signs and Posters Policy) regarding procedures:

Election signs must:

- Only be installed by an individual or organization that is registered with a Municipality, Elections BC or Elections Canada to sponsor advertising, such as a political candidate, political party, registered advertising sponsor, a proponent or opponent, or an authorized participant.
- Identify the owner of the sign, and a BC telephone number or BC mailing address at which the owner may be contacted.
- Only be installed during the campaign period as established by Elections BC for local elections, or by the drop/issue of a writ for federal/provincial government elections and must be removed on the day following the end of the electoral event.
- Be further from the road than standard traffic signs.

Election signs must not:

- Obstruct, simulate or be attached to any traffic control devices (e.g. signs, sign posts or traffic signal poles).
- In any way pose a traffic hazard.
- Be placed on bridges, overpasses, tunnels or other highway structures.
- Belong to unregistered individuals or groups (i.e. any group or individual that is not a political candidate, political party, or other authorized participant registered with Elections BC, Elections Canada, or a Municipality as required).

Removal of Signs

Signs in contravention of this policy will be removed from the highway right-of-way by the ministry.